Hayfield Concert Choir Handbook

2025-2026

Concert Choir Students and Parents,

Hello and welcome to Concert Choir! I'm very excited that each of you have chosen to be a part of this ensemble.

This handbook's purpose is to outline this year's schedule, expectations, grading policies, and more. Please familiarize yourself with the handbook as it is a great place to refer to throughout the year and has a great deal of information. **After reading the handbook, please sign the bottom of this page and hand-in during class time.** The handbook is also available on my classroom website and Moodle.

If there are any questions, please don't hesitate to contact me by phone, email, or just stop in the choir room.

I'm very excited to see (and hear 😊) you all in the choir room!!

Sincerely,

Mrs. Megan Lynch
Phone: (507) 671-1542
E-mail: mlynch@hayfield.k12.mn.us
Website: http://hayfield.k12.mn.us/meganlynch/



Class Description

CONCERT CHOIR (1 Credit, Full Year) Grades 9-12 Elective

This choir is open to all students 9-12 at the discretion of the director. This class meets five days a week. Its focus is high-level music performance and development of high-level choral skills. Students in this group also have the opportunity to participate in small group contest and will perform as a large group at the MSHSL Large Group contest. Students will work to improve their vocal technique in the areas of part-singing, posture, breathing, tone production, diction, and sight singing. Students will sing from a variety of styles including pop, musical theater, spiritual/gospel, folk, and classical. Grades for each quarter are based on daily rehearsal techniques, written work, voice lessons, and performances.

VIKING SINGERS (.5 Credit, Full Year) Grades 9-12

Viking Singers is an auditioned ensemble open only to choir members. This ensemble is extra-curricular. Auditions will take place the second week of school. This small group will have the opportunity to perform a variety of music. Viking Singers will meet on Tuesday and Thursday mornings before school from 7:15-7:55 am.

Objectives

- Students will develop a musical experience that enhances students' overall educational experiences.
- Students will sing and perform a variety of music at formal and informal performances.
- Students will grow as musicians and vocalists through collaboration and creativity.
- Students will understand the connection between music, its purpose, and cultural and historical contexts.
- Students will demonstrate proper vocal technique (including proper breath techniques and tone) in rehearsals, lessons and performances.
- Students will demonstrate proper choral technique (including balance, blend, and intonation) in rehearsals, lessons and performances.
- Students will learn to read music, including note names, rhythms, key and time signatures.
- Students will analyze, interrupt, and evaluate musical works and performances.
- HAVE A FUN CHORAL EXPERIENCE!!!

Expectations

- **Participate** to the best of your ability *every single day*
- Treat others and classroom items with **respect**
- Display a **positive attitude**.
- **Be prepared. Be in your assigned seat when the bell rings with your choir folder and a pencil**
- **Be on time** during class and concerts with appropriate materials needed.
- At the end of class, **clean up** your surrounding area.
- **Get rid of gum and food** when entering the room. Water bottles are allowed.
- **NO Cellphones.** Cellphones will be placed in cellphone holder prior to the first bell.

Materials

1. Pencils 2. Choir folder & music (provided by the school) 3. Concert attire

Attendance

See student/parent handbook for attendance policies. Attendance is required for class time and concerts.

Grading

Grading for this class will follow the HHS grading system. See the student handbook for grading policies.
Summative & Formative accounts for 100% of final semester grade
Summative (75%)

- Concerts
- Concert Evaluation Assignments
- Singing Assessments (quarterly during lessons)
- Sight Singing Assessments (quarterly during lessons)

Formative (25%)

- Daily rehearsal technique (DRT)
- Personal DRT sheets
- Worksheets, written assignments, bell ringers
- Lessons

Course Content

Choir units are based upon our performances each quarter. See calendar for performance dates.
1. Vocal Health and Technique
2. Music Theory – rhythms, note reading, key signatures, scales, vocabulary, etc.
3. Solfege and Sight Singing
4. Music History
5. Cooperative/Ensemble Learning
6. Performance Etiquette

Concerts

I'm excited for our opportunities to perform this year! Please note that all performances are subject to change.

Performances are a major part of your summative assessment grade. **All performances bolded in the schedule below are graded and require attendance.** Concert expectations and grading rubric will be given and explained before each concert.

Absences

Excused absences: Excused absences include personal illness, family emergencies, and unavoidable family trips. If an excused absence does occur, an email or phone call must be provided to Mrs. Lynch by a parent/guardian. An email or a phone call must occur within 24 hours of the concert. Excused absences may be made up by individual performance of your part of the concert music sung for Mrs. Lynch. **Remember work or lack of transportation are NOT considered an excused absence. Make sure to plan.**

Unexcused absences: An unexcused absence is absences not covered under excused. Unexcused absences will result in a "0" for the concert grade.

Concert Dress

For most performances, students will wear their choir robes. However, there will be times when dress attire will be expected.

Under robes students should wear: Black dress pants, dress shirt, black socks, and closed-toed black dress shoes

**If you do not have and are unable to get any of the dress clothing items required, notify Mrs. Lynch at least 2 weeks before the first performance.

Music Awards

There are many opportunities for students to pursue and receive special music awards throughout the year.

Choir Letter-To earn a choir letter, students must

1. Be a member of the Concert Choir for the full academic year.
2. Meet the guidelines for the choir curriculum (Earning an A- or higher for academic grade in all four quarters).
3. Sing the National Anthem at a school event.
4. Do at least one of the following
    a. Perform a solo at small group contest and receive a superior or excellent rating
    b. Participate in the Gopher Conference Honor Choir or other Vocal Festival
    c. Other approved performances or participation by Mrs. Lynch

Viking Singers- To earn a Viking Singers Letter, students must

1. Be a member of Viking Singers for the full academic year.
2. Sing the national anthem at a school event.
3. Do one of the following
    a. Perform at small group contest and receive a superior or excellent rating
    b. Participation in an Honor Choir or Vocal Festival
    c. Other approved performances or participation approved by Mrs. Lynch

MSHSL Small Group Contest Metals and Certificates

Students that participate in small group contest and receive an excellent or superior rating will be rewarded with a certificate and/or metal.

Choir awards

Vocalist Award - Given to a choir member that displays outstanding vocal talent, leadership and dedication.

Hayfield Choral Award-Given to two graduating seniors for outstanding attitude, leadership and dedication to the choral program.

Da Capo Award- Given to a first-year singer who has made a significant contribution to the choir.

Frederic Chopin Piano Award- Given to a graduating pianist who has enhanced the choral program through their exceptional abilities as an accompanist.

Choir Officers

Choir officers and section leaders are student leadership opportunities in choir. These roles will give students the opportunity to play a leading role in their choir's success.

Choir President- Supervises all officer activities and helps with organizing special projects when needed.

Choir Vice President- Assists the president, acts in place of president if absent, and helps with organizing special projects when needed.

Choir Secretary- Handles official communications and assists with attendance.

Section Leaders- Assist section with learning their parts, address any musical or rehearsal concerns that the section has. Selected by Mrs. Lynch.

Librarian-Prepares new music for distribution and helps distribute and collect music and repair music as needed.

Stage Manager- Assists with recruitment and coordinating volunteers for stage set-up and tear-down for events.

Media Team- Group of 3 or 4 that take photographs of choir activities and assist with publicity for choral events.



Hayfield High School Choir Calendar

2025-2026

Date	Time	Event	Place
November 10th	**7:00 pm**	**ZED Choral Festival**	**Kasson HS**
December 8th	**5:30 pm**	**Winter Concert**	**HHS West Gym**
January 25-26th	All Day	Meistersinger Honor Choir	Wartburg College
February 1st	1:30 pm	Gopher Conference Honor Choir	NRHEG HS
March 11th	**All Day**	**Large Group Contest**	**Southland HS**
April 13th	All Day	Small Group Contest	LeRoy-Ostrander HS
May 2nd	6:00 pm	Viking Singers Show	HHS West Gym
May 6th	**6:00 pm**	**Spring Choir Concert**	**HHS West Gym**
May 22nd	**7:00 pm**	**Graduation**	**HHS West Gym**

Bolded events are required for all concert choir members.

*The choir handbook is subject to change. All changes will be noted in class and sent to parents via email.

I have read the 2025-2026 Hayfield Concert Choir Handbook and understand the class and grading expectations.

Student Name_____

Student signature _____ Date _____
Parent signature _____ Date_____